



# MANITOU SPRINGS MOBILITY AND PARKING BOARD REGULAR MEETING AGENDA

All upcoming MAP meetings are scheduled to be hybrid,  
Zoom (remote) or in-person at Memorial Hall.

In Person: Memorial Hall  
606 Manitou Avenue

Manitou Springs, CO 80829

Remote: A link is provided on the City's Official Website at  
<https://www.manitouspringsgov.com/544/All-Boards-and-Commissions>

May 27, 2026

5:00 PM

## A. CALL TO ORDER

## B. ROLL CALL

1. With brief MaP board member introductions

## C. APPROVAL OF AGENDA

## D. APPROVAL OF MINUTES

1. Approval of the April 2026 Board Minutes

## E. PUBLIC COMMENT ON NON-AGENDA ITEMS

## F. CITY COUNCIL LIAISON REPORT - Nate Nassif

## G. PRESENTATIONS

1. Staff Presentations
  - a. New Parking Lot planning code requirements - Fred
    - i. ADA requirements related to parking spots?
  - b. Staffing update - Felipe
  - c. Funding- Grant updates (Ben)
    - i. (Felipe will request)
  - d. Regular Staff reports

i. Pike Ride Update

Finalizing 2026 contract now.

On request, Cory and Karl have provided support to Felipe updating the contract (which is administrative)

Improve metrics and set goals around our investment in PikeRide

ii. Mountain Metro Report

Field visit > MaP board members are welcome if interested

Old Man's Trail shelter move has been requested by staff.

iii. SeeClickFix Report

iv. Call log tracking

e. Parking Engagement meeting outcomes — Cory (supported by Cory and Nate)

f. Infrastructure Updates

i. Kiosks installed

ii. License Plate Reader (LPR) implemented

iii. Hiawatha updates - target completion end of July

iv. New HONK signs through town

Parking Parking Re-zoning

For improved reporting and analysis of parking behavior

Could lead to better metrics that might be used to update our Performance (progressive) Parking program in the future

g. Requested Updates

- i. Minihaha and Ute RPP request -updates following public meeting

## 2. MAP Board Presentations

### a. 2026 MAP Board Goal Review

- i. Finalize RFP for Bike/ped plan, secure contractor
- ii. Conduct strategic session with MaP, Council, Staff to set operating targets for MaP
- iii. Policy and onboarding manual for MaP board
- iv. Update RPP policy

### b. Other MAP Board Presentations

## H. BUSINESS

## I. BOARD CORRESPONDENCE

## J. ADJOURNMENT

### **Board Members:**

Cory Sutela, Chair (12/31/2029)  
Karl Stang, Vice Chair (12/31/2029)  
Rolf Jacobson (12/31/2026)  
Bill Koerner (12/31/2029)  
Joy Porter (12/31/2026)  
Luke Harper Prince (12/31/2029)

### **Staff and Liaisons:**

Nate Nassif, City Council Liaison  
Felipe Lopez, Mobility and Parking Director  
James Kelemen, Mobility and Parking Supervisor  
Wendi Campbell, Mobility and Parking Administrative Assistant

*1 regular position and 3 alternate positions available*

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Interested citizens are invited to serve on any of the City's Boards or Commissions. Please contact the City Clerk's Office for more information or visit our website at: [www.manitouspringsgov.com](http://www.manitouspringsgov.com).



**CITY OF MANITOU SPRINGS  
MOBILITY AND PARKING BOARD**

Regular Meeting Minutes  
Hybrid Meeting via Zoom and at Memorial Hall  
April 22, 2026

**A. CALL TO ORDER**

Chair Sutela called the Mobility and Parking (MAP) Board meeting to order at 5:01 PM.

**B. ROLL CALL**

Chair Sutela confirmed a quorum was present. All four attending board members participated remotely via Zoom. Vice Chair Karl Stang and Board Member Luke Harper Prince were excused.

**BOARD MEMBERS PRESENT FOR ROLL CALL:**

Chair Cory Sutela (Remote)  
Board Member Bill Koerner (Remote)  
Board Member Joy Porter (Remote)  
Board Member Rolf Jacobson (Remote)

**BOARD MEMBERS ABSENT FOR ROLL CALL:**

Vice Chair Karl Stang (Excused)  
Board Member Luke Harper Prince (Excused)

**STAFF AND LIAISONS PRESENT:**

Felipe Lopez, Mobility and Parking Director  
James Kelemen, Mobility and Parking Supervisor  
City Council Liaison Nate Nassif (Remote)

**C. APPROVAL OF AGENDA**

Board Member Koerner moved to approve the April 22, 2026 agenda as presented.  
Board Member Porter seconded the motion. The motion was carried unanimously (4–0).

## **D. APPROVAL OF MINUTES**

### 1. Approval of the March 25, 2026 MAP Board Minutes

Board Member Jacobson moved to approve the March 25, 2026 MAP Board minutes as presented. Board Member Porter seconded the motion. The motion was carried unanimously (4–0).

## **E. PUBLIC COMMENT ON NON-AGENDA ITEMS**

Jenna Wells, Executive Director of Visit Manitou Springs / Chamber of Commerce was in attendance and introduced herself. She expressed appreciation for the invitation, noted the Chamber’s intent to attend MAP meetings more regularly to strengthen communication with the Mobility and Parking Board and Mobility and Parking Department, and stated she was present to observe and listen.

## **F. PRESENTATIONS**

### 1. MAP Board Presentations

#### a. MAP Board Goal Review

Chair Sutela provided a review of the four 2026 MAP Board goals including:

Goal 1 – Bike/Ped Plan: No staff update ready at this time. The revised goal remains active for the year but will look different from what was originally envisioned.

Goal 2 – Strategy Session with City Council: Pushed to later in the year pending progress on the new grant and establishment of operational rhythm.

Goal 3 – Policy and Onboarding Manual: Director Lopez shared a draft policy manual with the Board. Chair Sutela proposed board members review and provide feedback over the coming month.

Goal 4 – Update RPP Program: Deferred to later in the year.

#### b. Other MAP Board Presentations

Chair Sutela announced that Board Member Pamela Smith submitted a formal resignation from the MAP Board. The Board expressed gratitude for her service.

### 2. Staff Presentations

#### a. Regular Updates

##### i. Pike Ride Update

Supervisor Kelemen presented the Pike Ride report for March 2026. Ridership showed the expected seasonal increase compared to prior months, though March 2026 ridership was below March 2025 levels. The multi-year growth trend continues overall.

Chair Sutela noted a prior action item to follow up with Pike Ride on closed stations in Old Colorado City and asked for an update. Staff confirmed no new information has been received. Supervisor Kelemen also noted the Hiawatha Gardens Pike Ride station remains closed until approximately June or July due to ongoing construction. The Board requested staff continue to follow up with Pike Ride, noting that station availability in Old Colorado City meaningfully affects overall system attractiveness.

#### ii. Mountain Metro Report

Supervisor Kelemen presented Mountain Metro ridership data for March 2026 (Routes 3 and 33), including year-over-year comparison charts.

Board Member Jacobson asked whether Mountain Metro plans to offer free fares system-wide this summer, as it has in prior years. Staff confirmed Route 3 is now free but could not confirm plans for other routes.

Route 3 fare-free service began in early April. Chair Sutela expressed optimism that ridership increases will follow as awareness grows, noting the City's financial investment in the service.

Visit Manitou Springs Executive Director Wells noted the Visitor Center actively advertises the free Route 3 program and that the Chamber's newsletter, which has approximately 17,000 subscribers, will include Route 3 and shuttle information in its next issue.

#### iii. SeeClickFix Report

Supervisor Kelemen reported a light month for mobility-related SeeClickFix submissions. After reviewing requests across departments, the only relevant items were a small number of vehicle complaints for parking in restricted areas. No significant issues were identified.

#### iv. New Lead Parking Attendant

Supervisor Kelemen announced the hire of Tom Schwagart as the new Lead Parking Ambassador for the Mobility and Parking Department. Lead Parking Ambassador Schwagart will serve as the department's primary field presence, overseeing parking ambassadors and supporting all aspects of parking operations. Staff noted he has been a strong addition to the team.

The Board extended a welcome and expressed interest in having him attend a future meeting.

#### b. Infrastructure Updates

##### i. Dillon Parking Lot – Wayfinding Signage

Staff reported wayfinding improvements planned across the city, not limited to the Dillon Mobility Hub. Existing digital parking signs placed throughout town will be removed and replaced with updated parking lot and wayfinding signage. Google Maps and Apple

Maps listings for the Dillon Mobility Hub, both the parking lot and the department office, have been updated.

ii. Kiosk Update

Blinkay is scheduled to deliver and install the new parking kiosks during the week of May 4, 2026. Some shipping delays have been noted by the vendor but the installation timeline is not currently expected to be affected. Staff also confirmed that handout materials will be prepared to help residents learn to use the kiosks, particularly for those less familiar with app-based parking.

The Route 3 bus stop near Hiawatha has been temporarily relocated further south along Old Man's Trail due to ongoing construction at the Hiawatha lot.

c. Requested Updates

i. Mobility and Parking Department Contributions

In response to a prior board request, staff identified major programs and projects funded through the Mobility and Parking Enterprise Fund, including the Mountain Metro partnership for Route 3 and Route 33 shuttle services, Pike Ride program, Creek Walk Phase 3 and 4 projects, and Hiawatha Gardens lot renovation.

Board Member Porter asked whether the owner of the Ruxton Trading Post had been contacted regarding the proposed removal of parking spaces near Lower Ruxton. Staff confirmed contact was made. The matter is now with the City Engineer and any closures will be determined as part of a broader road project scope. Director Lopez noted the owner has shared additional ideas being considered internally. Board members expressed appreciation that the business owner is being engaged.

Chair Sutela requested an update on the Canon Avenue / Cliff House parking removal proposal.

Staff indicated that community engagement with affected businesses is forthcoming. A plan will be completed within approximately two weeks and shared with the Cliff House and neighboring businesses. Staff also noted the Cliff House is currently under construction and is already using a portion of the affected spaces.

d. Project Updates

i. Community Engagement Meeting

Staff announced a community engagement meeting focused on parking topics scheduled for April 23, 2026 at 5:30 PM. Board members were encouraged to attend. Chair Sutela clarified the Board's role at the meeting. MAP Board and City Council members are welcome but will be seated separately from the general public to preserve

unfiltered resident feedback. The format includes a 20 to 30 minute staff presentation followed by a written questionnaire and question-and-answer session with residents.

ii. Pool and Fitness Center – Paid Parking

Staff announced the forthcoming implementation of paid parking at the Schryver Park lot for non-members of the Pool and Fitness Center. Pool and Fitness Center members will be able to validate their parking. Staff is coordinating with the Pool manager and Parks and Recreation Director to determine the appropriate validation duration based on typical member visit lengths. The program is designed as a iterative pilot with regular check-ins and close coordination with pool management. Staff indicated the system could be ready within approximately 30 to 45 days.

Council Liaison Nassif asked about the validation duration and go-live timeline. Staff confirmed both will be finalized in coordination with pool management.

iii. Reservation System – 7 Stalls, Dillon Parking Lot

Staff announced that the Dillon Mobility Hub reservation system is now live. Seven spaces have been designated as reservation-only, bookable in advance or same-day if available. Reservation increments follow the existing Hiawatha fee schedules of three hours, five hours, or all-day. The system is linked to the Manitou Springs Incline reservation platform. Staff indicated plans to evaluate expanding to other locations based on usage data.

3. Other Presentations

a. Downtown RPP Expansion

At staff's request, this item was tabled for the May meeting. The topic will be addressed at the community engagement meeting on April 23, 2026. No board member objected to deferring the discussion.

b. Center Lane Smart Zone

Director Lopez and Supervisor Kelemen introduced the concept of a Center Lane Smart Zone for Manitou Avenue for blocks 500 through 1300.

The current ordinance already designates the center lane for limited delivery and merchandise pickup. Authorized users include commercial delivery vehicles, with no permit required under current rules, as well as permitted private delivery vehicles, and private vehicles with an approved merchandise pickup placard. The existing hand-tag placard system has been consistently cited by businesses as difficult to manage in practice. Staff shared that they are exploring whether the ordinance should be updated to a smart zone approach that preserves the core loading and pickup purpose while improving flexibility and administration. Staff Proposed the following phases:

Phase 1 – Quick Response (QR) code-based self-registration: users scan a code on-site or register online, logging their vehicle and start time. Cost-neutral using existing Honk or Blinkyay infrastructure.

Phase 2 – License plate recognition (LPR) via fixed camera: automated vehicle detection with no user action required. Would require additional hardware.

Both approaches would log check-ins and enable consistent enforcement and usage data collection.

Board Member Porter cautioned that the current 15-minute time limit may be insufficient for commercial deliveries in Manitou Springs, particularly in peak summer traffic. Staff clarified the 15-minute limit reflects the existing ordinance and the smart zone approach is intended to start with information and outreach, not immediate fines.

Chair Sutela questioned why commercial delivery vehicles are exempt from permitting. Staff explained that vehicle type serves as the qualifier under the current ordinance, and permitting all vendors and distributors would be operationally complex.

Chair Sutela asked that any future ordinance update also explicitly permit bicycle use of the center lane when not occupied by delivery vehicles, citing unsafe conditions for cyclists on Manitou Avenue.

Board Member Koerner requested that staff research comparable programs in similar Colorado towns, specifically citing Telluride as a potential model, before moving forward.

Council Liaison Nassif asked whether the program is cost-neutral, which was confirmed for Phase 1 and whether staff has quantified current non-compliance levels.

Staff confirmed baseline data exists, but a formal sizing analysis has not been completed. Staff envisions a business outreach campaign preceding any enforcement changes.

Director Lopez noted Pittsburgh's Parking Authority has operated a similar program for approximately seven years and offered to share reference links. Staff also noted the topic is discussed at a regional municipal roundtable including Colorado Springs, El Paso County, Canon City, Colorado College, and University of Colorado Colorado Springs.

The Board directed staff to research comparable programs in Colorado, particularly Telluride, reach out to peer municipal parking directors, and return with additional information at a future meeting.

c. 2026 Mobility and Parking Board SOP

A draft Standard Operating Procedures (SOP) document for the MAP Board was distributed to board members in a revised packet sent earlier the same day. Board

Member Porter and Chair Sutela noted the late distribution did not allow adequate time for review prior to the meeting. Staff confirmed the intent was to get the document to the board for review. Detailed discussion was deferred to a future meeting. Chair Sutela requested staff distribute the SOP as a standalone document to all board members, including those not present at the meeting, with a note that feedback will be collected at an upcoming meeting.

d. Subaru Solterra Incident – LPR Delay

Staff reported that the department’s new Subaru Solterra vehicle was involved in a hit-and-run collision. Vehicle repairs will cause a delay in the planned rollout of the License Plate Recognition (LPR) enforcement system.

e. 9 Parking Spaces on Canon Avenue – QR Check-In Proposal

Staff presented a concept to implement a QR code-based 2-hour parking check-in system for the 9 currently unmanaged spaces at the top of Canon Avenue, and expressed interest in extending a similar system to other unmanaged public parking areas, including spaces east of the Mobility and Parking office on Manitou Avenue. Current 2-hour limits in these areas are inconsistently enforced due to staffing levels. A check-in system would timestamp arrivals, enabling officers to identify overstays without requiring repeated in-person tire-marking. It would also generate usage data to inform future parking management decisions.

Staff confirmed the Canon Avenue spaces have experienced extended-stay parking, abandoned vehicles, and availability complaints. The east end of Manitou Avenue has an issue inconsistent enforcement of the existing 2-hour limit.

Board Member Porter expressed concern about adding management programs while Hiawatha Gardens remains closed, noting a desire to ensure sufficient overall parking availability before adding new restrictions. Staff clarified no formal decision was being requested, and that they were seeking to provide awareness and gather directional input.

Chair Sutela sought clarification on enforcement for vehicles that check in but overstay. Staff confirmed the system’s timestamp record makes overstays identifiable without requiring repeated manual patrols.

Staff indicated a map of proposed areas would be provided when the item is brought forward for formal discussion.

**G. BUSINESS**

No business items were presented.

**H. CITY COUNCIL LIAISON REPORT**

**Note for the Record** – The City Council Liaison Report was inadvertently omitted from the agenda.

Council Liaison Nassif recognized Earth Day and the Board's contribution to sustainable mobility efforts. He shared that City Council approved a cost-of-living compensation adjustment for City staff during the April 21, 2026 Council meeting. Council Liaison Nassif provided an update on the proposed multimodal Bill Bauers Open Space Trail project, which was discussed during the April 21, 2026 Council meeting. The directional consensus was that now is not the right time for trail construction, with concerns raised around timing and environmental impact. Council expressed support for incorporating the concept into the next Parks, Open Space and Trails (POST) Master Plan.

Chair Sutela reported that a technical issue with the City's public comment submission system had prevented 31 public comments from reaching Council for the agenda item. As a result, the item will return to City Council on May 5, 2026. Chair Sutela committed to ensuring Council has the MAP Board's prior support letter on record for the upcoming meeting.

Board Member Porter noted that the MAP Board's prior letter expressed support for exploring the concept, not a full endorsement of the trail, and added that she personally has reservations about a multimodal trail through a sensitive environmental area.

Council Liaison Nassif shared that a formal resident budget survey, with approximately 15 questions, is planned for distribution on Thursday, April 24, 2026. All board members were encouraged to complete it. Additionally, City Council reached consensus to support a dedicated Fire Mitigation Coordinator role within the Fire Department.

## **I. BOARD CORRESPONDENCE**

Board Member Jacobson raised a question about former Route 33 bus stops removed throughout the city.

Staff explained that several stops were eliminated to reduce round-trip times after the route was extended to include Fields Park and the Dillon Mobility Hub; removed stops were low-usage. Staff also noted some stops are expected to return, including one at Oak Place, and that conversations are ongoing.

Board Member Jacobson suggested that spaces formerly designated as bus-stop zones should be restored to regular parking once stops are formally removed.

Staff confirmed that restoring regular parking at former bus stops is in progress. Specific examples cited include the former stop in front of the Barker House and the stop near the Smischny Lot, both planned for re-striping as standard parking.

## **J. ADJOURNMENT**

Board Member Koerner moved to adjourn the meeting. Board Member Jacobson seconded. The motion was carried unanimously (4-0).  
The meeting adjourned at approximately 6:22 PM.

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# MAP Board Meeting

## May 2026

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PRESENTATION BY:

FELIPE LOPEZ | MOBILITY AND PARKING DIRECTOR

JAMES KELEMEN | MOBILITY AND PARKING SUPERVISOR

# MAP Board 2026 Goals Review

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## Goal 1:

Finalize RFP and undertake bike/ped plan - utilizing experienced, expert consultants.

## Goal 2:

Schedule and conduct a strategy session with City Council and the MAP Board to clearly define how the MAP Board can best support the new Council, staff, and our community

## Goal 3:

Publish a policy and on-boarding manual for the MAP Board

## Goal 4:

Update the *Guidelines and Procedures for Residential Permit Parking (RPP)* for presentation to City Council.

# PikeRide Report



Starts/Ends	2023	2024	2025	2026
January	10/3	27/15	16/16	41/35
February	49/22	32/26	30/25	65/52
March	26/20	54/51	141/187	86/70
April	67/36	61/49	79/74	85/81
May	84/54	133/119	124/108	
June	93/43	217/195	382/349	
July	160/59	154/138	209/204	
August	151/73	169/165	166/156	
September	192/105	136/121	153/121	
October	153/105	190/168	192/165	
November	57/26	47/46	64/54	
December	37/16	49/42	283/236	

**2024 Total  
Starts/Ends**  
1269/1135

**2025 Total  
Starts/Ends**  
1556/1695

# PikeRide Report 2026



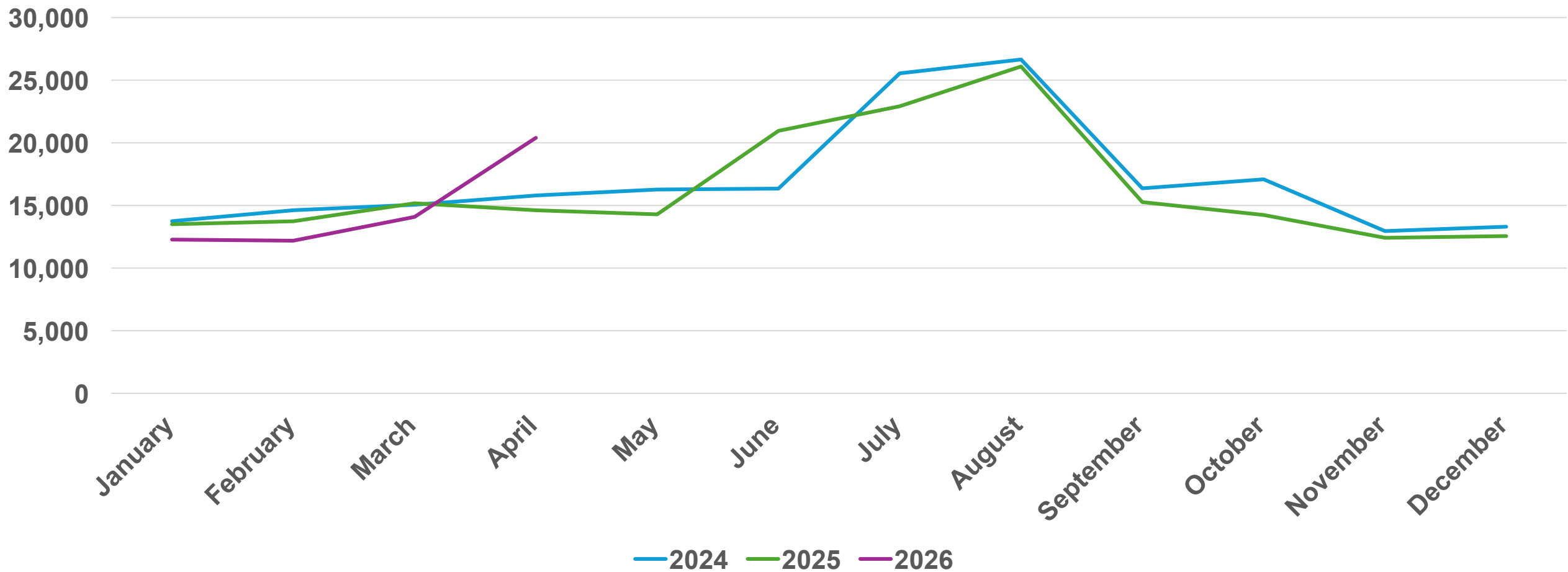
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Schryver Park	3/3	16/7	18/15	17/14								
Hiawatha Gardens	7/6	13/13	2/1	0/0								
Manitou/Beckers	3/0	5/3	1/0	6/5								
Canon Ave/Lovers Ln	12/10	6/10	27/23	24/24								
Ruxton Ave	3/1	1/1	8/7	4/2								
Prospect/Roca	0/0	0/0	0/0	2/4								
Manitou Ave/Park Ave	0/2	3/5	7/6	0/1								
Fields Park	3/7	10/9	10/10	17/21								
Manitou Springs Library	6/3	8/3	12/5	8/2								
Dillon Mobility Hub	4/3	3/1	1/2	7/8								
<b>Total Start/ Total End</b>	<b>41/35</b>	<b>65/52</b>	<b>86/70</b>	<b>85/81</b>								

April 2026	Rt 3	Rt 33	Daily Total
Wednesday, April 1, 2026	739	259	998
Thursday, April 2, 2026	763	211	974
Friday, April 3, 2026	656	630	1,286
Saturday, April 4, 2026	551	1,491	2,042
Sunday, April 5, 2026	337	1,031	1,368
Monday, April 6, 2026	754	382	1,136
Tuesday, April 7, 2026	652	259	911
Wednesday, April 8, 2026	768	299	1,067
Thursday, April 9, 2026	725	257	982
Friday, April 10, 2026	733	526	1,259
Saturday, April 11, 2026	583	1,416	1,999
Sunday, April 12, 2026	440	1,559	1,999
Monday, April 13, 2026	774	413	1,187
Tuesday, April 14, 2026	694	253	947
Wednesday, April 15, 2026	795	423	1,218
Thursday, April 16, 2026	744	404	1,148
Friday, April 17, 2026	633	262	895
Saturday, April 18, 2026	586	769	1,355
Sunday, April 19, 2026	457	1,315	1,772
Monday, April 20, 2026	925	340	1,265
Tuesday, April 21, 2026	795	331	1,126
Wednesday, April 22, 2026	741	359	1,100
Thursday, April 23, 2026	749	337	1,086
Friday, April 24, 2026	800	1,026	1,826
Saturday, April 25, 2026	592	1,617	2,209
Sunday, April 26, 2026	380	732	1,112
Monday, April 27, 2026	819	265	1,084
Tuesday, April 28, 2026	753	362	1,115
Wednesday, April 29, 2026	713	302	1,015
Thursday, April 30, 2026	748	140	888
<b>Route Totals</b>	<b>20,399</b>	<b>17,970</b>	<b>38,369</b>

# Mountain Metro Ridership

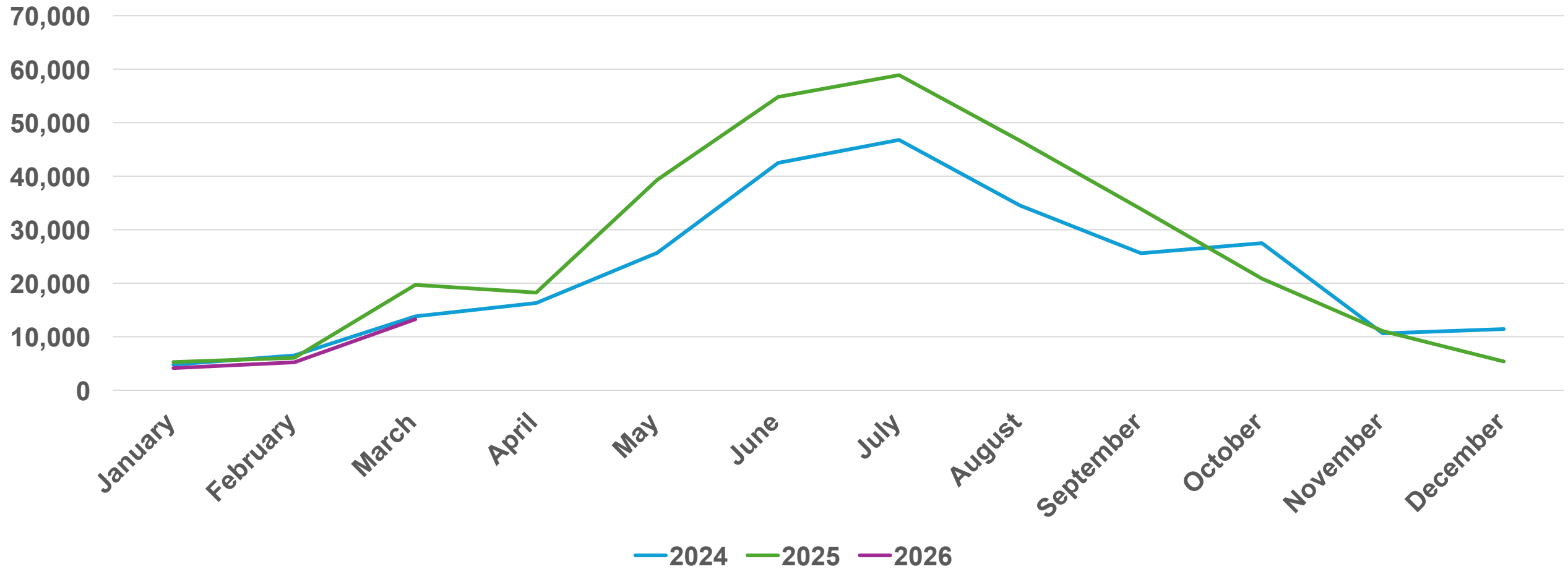
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### Route 3 Monthly Comparison



## Route 3 Year-to-Year Comparison

### Route 33 Monthly Comparison



## Route 33 Year-to-Year Comparison

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# SeeClickFix Report

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- There were 10 reported issues in the month of April that were assigned to our department. Majority were vehicle complaints.
- Received one request to re-stripe the fire lane on Minnehaha. SeeClickFix has been closed out and added to the work order system. This work has already been scheduled.
- Another request was a customer expressing the need for non-internet based paid parking options. This issue has since been addressed with the installation of multi-space parking meters and updated signage with a phone number that can be contacted for payment assistance.



# Call Logs

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## **Total Calls and In-Office Visitors: 153**

- Calls: 29
- In-Office Visits: 124

## **Top Issues/Questions Addressed:**

- Citation Questions/Appeals
- Parking Permit/Resident Credit Questions
- Bus Route Information

# Infrastructure Updates



## Parking Meters

- 16 parking meters have been strategically placed throughout Downtown Manitou.

## New Signs

- New signs have been installed throughout town with a new design and added contact phone number to provide payment assistance.
- Re-zoning paid parking for improved reporting and data analysis

## New LPR System

- New LPR System has been implemented to improve enforcement staff efficiency and accuracy.

## Hiawatha Gardens Updates – Target Completion by end of July



# Requested Updates

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## Minnehaha and Ute Trail RPP Follow-up

- RPP expansion was brought to multiple MAP Board Meetings, as well as a standalone public engagement meeting. Based off these meetings we will no longer be pursuing an RPP Expansion based on resident feedback and general lack of support for the initiative.